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**WASHINGTON COUNTY
PUBLIC SAFETY COMMITTEE**

Sheriff's Department
West Bend, WI

August 6, 2012
8:30 a.m.

Present: Joseph Gonnering, Philip Laubenheimer, Dennis Myers (arrived at 9:00 a.m.), Gerald Schulz, and Thomas Niebler.

Also present: Sheriff Dale Schmidt, Administrative Coordinator Doug Johnson, Chairperson Herbert Tennes, Lieutenant Bruce Theusch, County Clerk Brenda Jaszewski, Medical Examiner Bob Posont, Deputy Medical Examiner Jessica Maki, Clerk of Circuit Courts Theresa Russell, and Deputy Finance Director Paul Labonte.

Chairperson Gonnering called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

MINUTES

Two corrections were noted on the minutes of July 3, 2012; page 2, line 7: ...approve change orders #1, **and** #2, ~~and~~ #3 at a cost of \$~~84,115~~ **71,540**... and page 2, line 20: ...Clerk of Courts ~~can~~ scans CCAP... Moved by Mr. Schulz, seconded by Mr. Laubenheimer to approve the minutes of July 3, 2012, as corrected. Motion carried.

EVIDENCE/STORAGE BUILDING PROJECT UPDATE

Appearance: County Engineer/Surveyor Scott Schmidt

Mr. Schmidt stated that Liesener Soils is working on the landscape and will be returning to finish the seeding on the north portion of the hill. In addition, the fence installation is not yet complete. Mr. Schmidt reported that negotiations on the contract language remain ongoing with Cardinal Construction and until this is finalized, they cannot begin construction on the building. Once the contract is complete, a letter will be sent to Cardinal Construction informing them they are the agent for ordering for the building; however, the letter will make it clear that no changes may be made by Cardinal Construction without Washington County approval.

EVIDENCE/STORAGE BUILDING PROJECT - CONSIDERATION OF CHANGE ORDERS

Appearance: County Engineer/Surveyor Scott Schmidt

Change order #4 was presented at the last meeting and no action was taken at that time. The previous amount for change order #4 was \$6,996 and the revised amount is \$5,860. Mr. Schmidt explained that the change order is to use Reznor UDBS, as opposed to Reznor UDAS gas fired unit heaters. Because the bid specifications clearly indicate that in the case of an inconsistency between the drawings and specifications, the better quality of work, as interpreted by the Architect, shall be provided. Mr. Schmidt is recommending this Committee disallow the change order and require Cardinal Construction to use the Reznor UDBS units at no additional charge to Washington County. If disallowance of this change order is approved, a letter will be sent to Cardinal Construction informing them of this expectation.

Moved by Mr. Laubenheimer, seconded by Mr. Schulz to disallow change order #4 in the amount of \$5,860. Motion carried.

Change order #5 was presented, which is a credit in the amount of \$6,350 for using gravel currently at the Highway department, under asphalt paving and site concrete work for the aprons and impound lot.

1 Mr. Schmidt stated that although this will result in a credit of \$6,350 through Cardinal Construction,
2 there will be approximately \$2,000 in costs for the Highway Department to move the material to the site.

3
4 Moved by Mr. Schulz, seconded by Mr. Niebler to approve change order #5 for a credit of \$6,350.
5 Motion carried.

6
7 Mr. Schmidt informed the Committee that due to the lengthy time it is taking for negotiations with the
8 Cardinal Construction contract, it is anticipated the project completion date will be extended by four to
9 six weeks.

10 11 **VIDEO CONFERENCING UPDATE**

12 Ms. Russell distributed a handout for 2012 Video Conference hearings. Total estimated savings for year
13 2012 is \$39,930.06.

14 15 **MEDICAL EXAMINER'S OFFICE REPORTS**

16 Chief Deputy Medical Examiner Resignation

17 Mr. Posont reported Chief Medical Examiner Kari Marquardt has resigned and her last day will be
18 August 9, 2012. Craig Garbisch has accepted the position; however, due to other commitments, he will
19 not begin until August 27, 2012. During the interim, Deputy Medical Examiner Jessica Maki will be
20 assuming the role of Chief Deputy Medical Examiner.

21 22 Caseload Summary Update

23 Mr. Posont reviewed the caseloads from January through July for the years 2010, 2011, and 2012 and
24 discussed the increased numbers for several areas.

25
26 Mr. Myers arrived at 9:00 a.m.

27 28 Medical Examiner Car Update

29 Mr. Posont reported the vehicle purchased from the Sheriff's Department is working well and is saving
30 mileage reimbursement costs for the department.

31 32 Bid Update on Unclaimed/Indigent Contract

33 The bids were let for cremation and disposition of unclaimed/indigent decedents and no bids were
34 received. Four funeral homes submitted letters stating they did not bid because the specifications were
35 for both the cremation and disposition and they could only bid on the cremation.

36 37 **REQUEST TO REBID UNCLAIMED/INDIGENT DECEDENTS AS TWO SEPARATE BIDS**

38 The Committee discussed the possibility of utilizing the County cemetery for burial of
39 unclaimed/indigent decedents and requested Mr. Johnson to investigate this possibility.

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41 Moved by Mr. Myers, seconded by Mr. Niebler to authorize the Medical Examiner to separately let for
42 bids, the contracting of cremation of unclaimed/indigent decedents, and the burial or disposition of
43 unclaimed/indigent decedents, for a one year contract, with an alternate of an extension to a three year
44 contract. Motion carried.

45 46 **RMS PROJECT UPDATE**

47 Sheriff Schmidt reported they are continuing to work on setting up the structure of how the software will
48 be needed and used. Training is expected to begin in October or November.

49

1 FAIR PARK REPORT

2 Sheriff Schmidt stated this year, his Department made some changes in the reporting of incidents at the
3 Fair, as well as changes in staffing for the traffic control and grounds patrols. During the Fair, there
4 were a total of 55 reported incidents, with 43 citations issued. Sheriff Schmidt will be meeting with AIS
5 to discuss this year's Fair and to make recommendations for future Fairs.

**6 APPROVAL TO PURCHASE HVAC UNIT FOR LOVERS LANE TOWER WITH TOWER
7 REVENUE FUNDS**

8 Sheriff Schmidt stated that there have been some intermittent problems with the equipment in one of the
9 buildings at the Lovers Lane tower site, and it is believed to be caused by excessive heat inside the
10 building. There is only one air conditioning unit in this building and since it cannot keep up with
11 cooling the equipment, it is recommended we purchase a second unit using Tower Revenue funds.

12
13
14 Moved by Mr. Myers, seconded by Mr. Niebler to authorize the Sheriff to purchase one air conditioning
15 unit for the Lovers Lane tower site building in an amount not to exceed \$7,500, using Tower Revenue
16 funds. Motion carried.

17 APPROVAL TO PURCHASE VOTER F2 REPEATER WITH TOWER REVENUE FUNDS

18 No discussion or action on this item.

19 2013 BUDGET DISCUSSION ITEMS**21 Treatment Alternative Diversion (TAD) Grant**

22 In preparation of the 2013 budget, Sheriff Schmidt is considering including the required matching funds
23 for the TAD grant, if this Committee supports this program. Sheriff Schmidt will meet with the District
24 Attorney tomorrow to discuss including individuals in the program who have been convicted of a third
25 OWI. A total of 12,437 jail days have been averted from January 2007 through June 30, 2012 by the use
26 of this program. The Committee is in support of the TAD program and requested the Sheriff including
27 funding when preparing the 2013 budget.

28 Pay Plan Impacts

29
30 There are 13 positions in the Sheriff's Department that would become Exempt status (salaried) if the
31 new pay plan is enacted.

32 WCSDSA Contract and Salary Accounts

33
34 Currently, the 2012 WCSDSA contract has not been settled and is being negotiated. Sheriff Schmidt
35 plans to use the current wages, with adjustments for step increases, for the 2013 budget.

36 INDOOR RANGE - RENTING TO PRIVATE COMPANIES

37
38 Sheriff Schmidt has received a request from DECO Security to use the County's indoor shooting range
39 in order to provide firearms qualification requirements for their employees. They would like to utilize
40 the facility for 11 sessions, and anticipate expending approximately 11,800 rounds of ammunition.
41 Washington County could charge DECO Security for the use of the indoor shooting range; however,
42 Sheriff Schmidt is recommending the Committee deny requests by private companies to use our indoor
43 shooting range due to administrative costs and wear and tear of the equipment.

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46 Moved by Mr. Laubenheimer, seconded by Mr. Myers to deny any request of private organizations to
47 use the indoor shooting range. Motion carried.

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1 **SHERIFF'S REPORTS**

2 Sheriff Schmidt reported the air conditioning on the command post vehicle is leaking and it will be
3 returned to Pierce for repair.

4
5 Staffing

6 Corrections and Communications are at full staff. There are two vacancies in the Patrol/Detective area,
7 and interviews will be conducted next week.

8
9 Jail Population

10 For the month of July, the average daily adult inmate population was 267.97, the Huber daily average
11 was 137, the electronic monitoring daily average was 12.71, and the juvenile daily average was 10.03,
12 with 8.6 of those being borders.

13
14 Courthouse Security

15 For the month of July, there were 4,031 visitors to the Justice Center.

16
17 Fatalities

18 For the month of July, there were three fatalities.

19
20 Communications

21 For the month of July, Dispatch received 1,914 wireless 911 calls, 278 landline 911 calls, and 4,010
22 administrative calls.

23
24 Patrol Workload

25 A summary of 2012 transports was presented and outsourcing the majority of transports to Wisconsin
26 Lock & Load, LLC, instead of utilizing County Deputies is financially beneficial to the County. Last
27 year, the average transport cost was \$175.97 using County staff exclusively, and the July 2012 average
28 transport cost was \$111.20, utilizing mostly Wisconsin Lock & Load.

29
30 Budget

31 The year-to-date overtime report was presented and Sheriff Schmidt reported that through the July 11,
32 2012 payroll period, a total of 48.65% of overtime budgets have been used.

33
34 **NEXT TENTATIVE MEETING DATE**

35 The Public Safety Committee will tentatively meet on Monday, August 20, 2012, at 8:30 a.m. for budget
36 review, and Wednesday, August 29, 2012, at 8:30 a.m. for a regular meeting.

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38 **ADJOURNMENT**

39 Moved by Mr. Laubenheimer, seconded by Mr. Myers to adjourn the meeting at 10:37 a.m. Motion
40 carried.

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Brenda J. Jaszewski, County Clerk